

Construction Division - Material Requirement – Site Report

Company:	M C Modi Educational Trust	Date:	02-11-2024
Site:	MCMET	Prepared by:	NIHARIKA
Report From / To	26-10-2024- to 01-11-2024	Approved by:	SARWAR
Report Date	02-11-2024		

List of items that require SKU:

List of requisitions where PO/WO not prepared after 3 working days of requisition:

Req No.	Req Date	Serial no of item in Req	Item Description	Coordinate with purchase /procurement and give reason for delay.
			NILL	

List of requisitions where PO/WO is prepared and items have not been received at site beyond the lead time:

PO No.	PO Date	Serial no of item in PO.	Item Description	Details of discussion with supplier & expected date of delivery
20241017027	17-10-2024	1,2	Steel -8mm Steel-16mm	Monday will Receive -04/11-2024
20241017034	17-10-2024	12	Wall cladding - Cera-Board	Work under progress
20240924007	24/09/2024	2	Equipment-Lift	Under production

No. of gate passes issued this week:		From No.		To No.	

Delivery van site visit on:

Items not ordered but received: NILL

POs to be cancelled-material not required/incorrectly made:

Approved POs – part/full material received – MRN not uploaded: NILL

PO to be closed – part material received – further material not required/will be ordered by new requisition:

Other corrections & remarks:

Details of steel & cement stock

Sl. No	Tor size	Wt per mtr. - kgs	Wt. for 12 mtr rod – kgs	Stock at site – no of rods	Stock at site in tons	Previous weeks stock in tons	
1.	8mm	.395	4.74	0.00	0.00	0.00	
2.	10mm	.617	7.404	0.00	0.00	0.00	
3.	12mm	.89	10.68	0.00	0.00	0.00	
4.	16mm	1.58	18.96	0.00	0.00	0.00	
5.	20mm	2.47	29.64	0.00	0.00	0.00	
6.	25mm	3.86	46.32	0.00	0.00	0.00	
7.	32mm	6.32	75.84	0.00	0.00	0.00	
8.	Binding wire	-		0.00	0.00	0.00	
OPC stock	NILL	OPC last weeks stock	NILL	PPC/PSC stock	18	PPC/PSC last weeks stock	20
Details		Prepared by		Project Manager			
Sign		NIHARIKA		SARWAR			
Date		02-11-2024		02-11-2024			

Notes: 1. For missing SKUs send email to procurement@modiproperties.in and post on purchase construction viber group. 2. Send this report to purchase@modiproperties.com, janaki@modiproperties.com and audit@modiproperties.com on every Saturday. 3. PM shall not leave the site without sending this report. 4. Site engineers to call suppliers for status of delivery. DO NOT CALL PURCHASE. 5. Purchase to send reply to this report before next Saturday. 6. Zoom meeting to be held with purchase coordinator, site and purchase division once a week to discuss this report.

APPROVED BY
02 NOV 2024
SVEN GOVIND SARWAR
ASST. PROJECT MANAGER
BSGV. PVT. L.T.D.
[Signature]